MALINI KISHOR SANGHVI JUNIOR COLLEGE OF COMMERCE

DATE: 14/08/2021

F.Y.J.C ONLINE ADMISSIONS (2021-2022)

GUJARATI LINGUISTIC MINORITY QUOTA

&

IN-HOUSE CATEGORY (RN SHAH HIGH SCHOOL)

CATEGORY	INTAKE OF SEATS
GUJARATI MINORITY	480
INHOUSE (RN SHAH SCHOOL)	96

NOTE:

1. CANDIDATES WITH <u>GUJARATI</u> AS THEIR MOTHER TONGUE ARE ONLY ELIGIBLE FOR ADMISSION UNDER GUJARATI LINGUISTIC MINORITY CATEGORY.

2. CANDIDATES WHO HAVE BEEN DOMICILED INTO THE STATE OF MAHARASHTRA ARE ONLY ELIGIBLE TO APPLY UNDER GUJARATI LINGUISTIC MINORITY CATEGORY.

3. IN-HOUSE CATEGORY IS APPLICABLE TO RN SHAH HIGH SCHOOL/RNSIS STUDENTS.

4. CANDIDATES ARE REQUIRED TO SELECT THE APPROPRIATE CATEGORY(GUJARATI MINORITY OR IN-HOUSE) IN THE GOVT. ONLINE APPLICATION FORM PART-I

5. PROOF OF GUJARATI SPEAKING CERTIFICATE IS MANDATORY.

COLLEGE ADMISSION PORTAL FOR ONLINE FORM FILLING & COURSE FEES PAYMENT:

https://admission.mkscollege.edu.in

ADMISSION DATES AND TIMINGS: (SUBMISSION OF FORM, DOCUMENTS & ACKNOWLEDGEMENT RECEIPT OF COURSE FEES PAYMENT)

DAY	DATE	TIMINGS	VENUE
TUESDAY	17/08/2021	11.00 AM TO 4.00 PM	SEMINAR HALL
WEDNESDAY	18/08/2021	11.00 AM TO 4.00 PM	SEMINAR HALL
FRIDAY	20/08/2021	11.00 AM TO 4.00 PM	SEMINAR HALL
SATURDAY	21/08/2021	11.00 AM TO 4.00 PM	SEMINAR HALL

Students are hereby informed to visit the College personally with all relevant documents on the above mentioned dates to confirm their admissions between 11 am to 4 pm in the Seminar Hall.

Note: Wearing of mask is compulsory.

<u>DOCUMENTS TO BE SUBMITTED</u>

1. Printout of Govt. Online Application Form Part 1 and Part 2 (Option Form)

2. Printout of College Admission Form

3. Printout of Acknowledgement Receipt of Course Fees payment for Rs24000/-

4. Original Std X mark sheet + two self-attested Xerox copies

5. Original School Leaving Certificate + two self-attested Xerox copies.

6. Conversion of marks document– (mandatory for IGCSE Board students)

7. Original Migration Certificate + two self-attested Xerox copies (for Other BOARDS)

8. Pass Certificate- Original+ two Xerox copies (ICSE,IGCSE students only)

9. Aadhar Card – one self-attested Xerox copy

GUIDELINES FOR FORM FILLING

- **Login to our student friendly admission portal,**
  https://admission.mkscollege.edu.in

- **Create account by filling up the online registration form**

- **Select Junior College and FYJC from the dropdown list**

- **Upload your photo (100 x 100)**

- **Keep your Aadhar number, Govt. Online Application number ready at the time of registration**

- **While creating an account, student's email id and mobile number is necessary for receiving activation link (check the inbox/junk folder of your email account) and OTP(one time password) sent to your registered mobile number**

- Login with your registered email id and password (generated by the student)
- You will be directed to the payment gateway for online payment of Rs.100/- as application form fees.
- Click on **HDFC PAYMENT GATEWAY** and make online payment of Rs.100/- using debit card/credit card/net banking facility
- You can use Visa/ MasterCard/ Rupay card etc. issued by any authorized bank for the purpose of payment.
- After payment of Rs.100/-, the online application form will be generated.
- Avoid making multiple payments if any "server error message" is detected. Open a new tab and login once again to find out if your application form is generated.

- Fill your application form carefully by entering all the required details. Do not leave any field blank.
- Upload signature of student and parent. as per the specifications given.
- Do not upload any other documents.
- For UDISE Number check your School Leaving Certificate
- Choose the optional subjects carefully:
    1. Hindi / Gujarati / French/ Information Technology
    2. Mathematics or Secretarial Practice
- For French subject, only students who had opted for French at Class 10th are eligible.
- For Information Technology subject, students who have scored 90% & above (450/500) in Class 10th Examination are only eligible subject to availability of seats.

- Additional Annual fees of Rs.8280/- will have to be paid by the students who have been allotted Information Technology subject.

- Payment of Annual fees for Information Technology subject should be made separately through POS facility.

- You can use "partial save option" till your form filling is not complete.

- After the form filling is complete, check each and every detail filled in by you thoroughly.

- Click on "Save" button to upload your application form on the portal.

- After online submission of form, you will be guided to our payment gateways- HDFC Payment Gateway/ Pay TM / CC AVENUE to make Course Fees Payment of Rs. 24000/- (Rupees Twenty Four Thousand only).

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- You can use Visa/ MasterCard/ Rupay debit or credit card etc. issued by any authorized bank or Net banking facility for the purpose of payment.

- Full payment of course fees needs to be done.

- Avoid making multiple payments if any <u>server error</u> message is detected. Open a new tab and login once again to find out if your Course Fees payment has been done.

- On your login page, go to the dashboard to "View Application form" and "View Acknowledgement receipt".

- If you are unable to download your application form or acknowledgement receipt, you can take the printout directly by entering Ctrl+P.

- After taking the print out of the form and acknowledgement receipt, ensure that the form is physically signed by both, the student and parent.
- Submit the printout of the application form, acknowledgement receipt and all other required documents for physical verification at the College as per the given schedule.
- Online Form filling and payment of Application Form fees and Course fees should be done by the Applicant themselves.
- Logout from the admission portal immediately after completing the process
- <u>Note</u> - All admissions are "Provisional", subject to the approval of the Admitting Authority. Final Course fees payment receipt will be generated only after the admission is approved.

- **Check your registered email id, mobile number and <u>College website</u> for <u>regular updates</u>.**

Mrs. Dharmistha L.
(Convener)

Ms. Archana Shriniwas
(Vice-Principal)

Dr. Keshav N Ghorude
(Principal)